The SNMA Conference Program. This year’s SNMA annual conference is open to both members and non-members. Total conference costs are supported through sponsorship and other revenue-generating methods, so that fees can be discounted for SNMA members. Therefore, SNMA’s registration requirements and fees may be somewhat more inflexible than those of other national meetings. The conference package includes some activities and meal functions that are ticketed and some which are not. Because of our agreements with certain sponsors and service providers, we are not able to sell pieces or one day segments of the conference. Please do not call the National Headquarters asking for special rates to attend on one day or another or for other exceptions because your personal schedule restricts your attendance in some way.

This guidance pertains to "Attendee Registration" for the annual conference and not to any exhibit component. Visit the SNMA website or contact the National Headquarters to obtain information about exhibiting (and related fees).

Membership Status. Know your membership status! You must be a current SNMA member to register for the conference program at discounted member rates. Non-students, undergraduate advisors, or chaperones who attend may obtain a membership, but membership is not required. Non-members are charged higher fees. If you wish, you may apply for and pay for a SNMA membership or update an expired membership prior to completing your conference registration. If you are paying for a membership, your membership begins on the date of registration.

If you have questions about your member status, email SNMA Headquarters at memberinfo@snma.org. Do this before completing your conference registration, so that you may be certain of paying the correct fees and are not inconvenienced when you arrive in Cleveland. Remember, your registration must be completed and paid for by March 2, 2020*, in order to register online and avoid incurring fees. * - Date extended, 10/28/2019

Membership Definitions. For purposes of establishing this conference’s participation criteria, Active members are medical students who are currently enrolled in an allopathic or osteopathic medical teaching program and who have paid SNMA’s standard four-year membership fee of $104.70 (or a $31.65 annual payment allowed for students continuing beyond the first four years). Associate members are college students in pre-medical programs, high school students or those enrolled in health-related, non-medicine professional programs who have paid the SNMA annual membership fee of $26.50 or a two-year fee of $36.85. Physician/Patron membership requires an annual payment of $52.50. The Physician/Patron category embraces our professional members who are physicians, patrons, educators, and other supporters of SNMA programs. We welcome annual membership, but current membership in this category is not required to register for AMEC. Life memberships are also accepted online.
Delegate Status. Any current SNMA member may attend the Annual Medical Education Conference and participate fully in conference events, including the House of Delegates (HOD). However, not every attendee is a Delegate. Delegates have voting privileges in the HOD and are selected by each SNMA chapter in accordance with delegate apportionment guidelines, as determined each year by the SNMA Membership Committee. Check with your chapter officers if you are interested in Delegate status. Some HOD sessions are closed to non-Delegates and/or to non-members. Closed sessions are announced in advance.

Registration Allowances. Conference admission is restricted to those whose registration and fees have been processed by the SNMA online AMEC registration website and who have been given the appropriate confirmation. Only registered individuals holding badges may attend all conference events. This restriction is imposed to protect the integrity and exclusivity of the annual event, as well as to comply with our security, insurance, and contractual obligations. A spouse or friend who may be sharing a hotel room with a registered individual need not register for the entire conference program but may purchase separate tickets for certain events. However, they will not be issued name badges and, therefore, will be prohibited from attending all other component activities. Pre-medical students and their advisors or chaperones are encouraged to attend all aspects of the medical conference, not just those specifically designated as "PmF" in the schedule, unless there is a specific ticket requirement for admission.

Important: Do not assume that because you have registered for the conference as a medical student Attendee, that you are automatically entitled to represent your medical school in the Pre-medical Forum Recruitment Fair as an Exhibitor. You are not! If this activity is of interest to you, have an administrator at your school go to the SNMA website (www.snma.org) and click on the 2020 AMEC Exhibitor Registration to reserve and pay for exhibit space.

Substitutions. Participants who have registered for the conference but find that they are unable to attend may have someone else use their registration. Written notification and authorization must be provided to Headquarters, in order for our staff to transfer one person’s registration and payment to another individual. Notification (email is acceptable) should originate from the original applicant or entity that has paid the fee. The name and other contact information of the substitute person must be included in the communication. If substituting for a registered SNMA member, the person substituted must also be an SNMA member with the same membership type or he/she will need to pay a membership fee and late fees, if applicable. Notification about a substitution may be at no additional charge through March 2, 2020*. After this date, if you have registered but find that you are unable to attend the conference and you have not named a substitute, you will be deemed a no-show. Any fees paid for the registration will be treated as a cancellation and the fees paid forfeited. * - Date extended, 10/28/2019

Settling Prior Debt. Persons with outstanding balances from a previous SNMA annual conference will not be registered for the 2020 AMEC program until the prior debt is reconciled. Persons owing any outstanding balance must settle any prior conference debt prior to registering. This is an SNMA Board policy, which is strictly applied.
Cancellations/Refunds. You may cancel and expect a full refund, less fees, through March 2, 2020*. Notice of a cancellation must be sent in writing to the National Headquarters (this includes email messages). Persons canceling after the March 2nd deadline will forfeit the conference registration fee, since certain costs for participants will already have been committed or paid. Allowable refunds may not be made not until after SNMA has settled all accounts and obligations, usually within about 60 days following the close of the conference. *

Date extended, 10/28/2019

Distribution/Availability of Conference Materials. One reason for urging as many people as possible to register early is to ensure that we have provided for adequate supplies for Attendees at the conference. We make every effort to stock supplies for all conference Attendees. Although we try to accurately predict the number of persons who will register on site, this is a matter over which we have no control. Help us to avoid this inconvenience and disservice to others by registering early!

Late Arrivals at the Conference. We make no such provisions about the availability of conference materials to those registering on site! Although every effort is made to assure that all those who register receive complete conference packages, some or all materials could be exhausted if there are large numbers of on-site registrations.

Availability and Management of Event Tickets. Event tickets are not refundable, nor will lost tickets be replaced. You are also forewarned that, in some conference locations, the hotel and/or local ordinance may set strict limits on seating at certain events and we can only seat those persons who are holding pre-sold tickets. If on-site registration numbers at the conference are unusually high, it could mean that certain event tickets may be limited and/or for which late registration could result in diminished services or materials. If such is the case, the ability for Headquarters to extend reduced rates or to allow alternate accommodations for those registering on-site is based strictly upon decisions made by the SNMA Executive Committee at the time. To get the benefit of complete, unencumbered AMEC participation, register early!

Photo Release. SNMA has official photographers and videographers documenting AMEC activities. Photos and videos taken may be used in future SNMA publications, including the Journal of the Student National Medical Association, an SNMA Annual Report, and other informational and promotional materials distributed electronically, by mail, or posted on the website. In registering, you agree to permit SNMA to use photos and videos, which will include random AMEC Attendees, in all media formats.

Limits of Liability. With the cooperation of the host hotel, SNMA prepares a conference program that is designed to enhance students’ academic and career pursuits and to afford them opportunities for beneficial networking with other students and career professionals. In addition, on-site accommodations (including provisions for registration and daily administration of the conference) are arranged in compliance with contractual obligations and/or legal requirements to ensure the reasonable convenience, comfort, and safety for all attendees. Accordingly, the SNMA interprets that an individual who has completed an AMEC Attendee...
Registration has read and understands the Terms and Conditions stated therein, and agrees to SNMA’s policies and procedures, and that they have, therefore, registered for the annual meeting as a matter of choice.

In registering for the annual conference, the applicant agrees to exempt SNMA and the host hotel from liability for inconvenience, illness, injury, or loss of property he/she may experience while in attendance at the conference, at either on- or off-site events, whether he/she is officially registered for the conference or not or is merely a ticket holder or casual observer. We expect that a student who is under the age of legal consent has a representative authority who has fully read and agrees with the provisions of Participant Registration, as described throughout this document, and that they are consenting to the registration of a non-adult for whom they may be responsible, including making arrangements for safe travel, suitable accommodations, and appropriate supervision at the conference location.

Extraordinary Circumstances. Any special conditions or extenuating circumstances that are incompatible with these policies and instructions should be put in writing and communicated to the SNMA National Headquarters as soon as possible, but no later than March 27, 2020. Any exceptions or allowances will be made only at the discretion of SNMA’s executive officers.

If you need additional information regarding AMEC Attendee registration, contact SNMA National Headquarters at 202-882-2881, Ext. 102 or visit the SNMA website at www.snma.org.